

CDBG Policy Committee Meeting
Tuesday, August 31, 2004
MINUTES

Present:

Jerry McNeely, Commissioner, Southeastern Utah ALG
Mike McKee, Commissioner; Uintah Basin AOG
Constance Robinson, Mayor; Paragonah - FCAOG
McKay Willis, Mayor, Laketown - BRAG
Carol Page, Commissioner; Davis County - WFRG
Lewis Marchant, Mayor; Kamas - MAG

Excused:

Chesley Christensen, Mayor, Mt. Pleasant - SCAOG

Guests: Lloyd Pendleton (Community Services Office), Dwight A. Peterson (Salt Lake HUD Office), Kelly Jorgensen (Salt Lake HUD Office)

AOG Staff: Emery Polelonema, Six County AOG; Heidi DeMarco, Mountainland AOG; Diane Lamoureux, Five County AOG; Jeff Gilbert, Bear River AOG; LaNiece Dustman, Wasatch Front Regional Council, Yankton Johnson, Uintah Basin AOG; Debbie Hatt, Southeastern Utah ALG

DCED Staff: Richard Walker, Keith Heaton, Glenna Matekel, Cheryl Elliott, and Julie Tuimauga

1. **WELCOME/INTRODUCTIONS, Jerry McNeely:** Commissioner McNeely, vice-chairperson of the committee, welcomed everyone to the meeting, which was held at the Department of Community and Economic Development, Conference Room 501, at 324 South State Street, #500 in Salt Lake City. The meeting started at approximately 1:00 p.m.

Approval of Minutes (June 14, 2004): The board accepted the minutes as written.

Motion: Mayor Marchant made a motion to accept the minutes. Mayor Willis seconded the motion and the motion carried.

2. **STATUS/REVIEW OF INTERIM LOANS, Keith Heaton:** The application from MedSpring in Grand County for an interim loan has been withdrawn. The company is able to fund the building of their facility in Moab on their own. The Duchesne County interim loan for the Uintah Basin Medical Center had been paid in full; the final payment was made in June.
3. **ELIMINATING HOMELESSNES, Lloyd Pendleton:** The state of Utah is one of 46 states on the National Interagency Council on Homelessness. This council has accepted President Bush's initiative to end chronic homelessness. Lloyd has the task of writing this 10-year plan for the state of Utah and a draft will be submitted to Washington, DC for review in early September.

From research, 80 percent of the homeless population are labeled "temporary" and may

consume 32 percent of resources for homeless while 10 percent of the homeless population are labeled “chronic” but consume 50 percent of resources. A homeless summit is scheduled for October 18 –19 at the Southtowne Expo in Sandy.

4. **2005 APPLICATION GUIDE, Keith Heaton:** The committee members were each given a copy of the *2005 Application Procedures and Policies*. Keith noted the improvements/changes the office had implemented for this year’s manual. One of the key changes is the name change from *Application Guide* to *Application Procedure and Policies*. The committee members and AOG (Association of Government) staff were encouraged to take time to peruse the manual and familiarize themselves with the changes that govern the CDBG program.

Motion: Mayor Marchant made a motion to accept the 2005 Application Procedures and Policies and the changes contained therein. Commissioner Page seconded the motion and the motion carried.

5. **ONE PERCENT TECHNICAL SET-ASIDE, Keith Heaton:** The technical assistance set-aside amounts were presented for each region. The committee unanimously approved the one percent technical set-aside for each region.

Motion: Mayor Robinson made a motion to approve the one percent technical assistance as presented. Mayor Willis seconded the motion and the motion carried.

6. **HOW TO APPLY WORKSHOP DATES, Glenna Matekel:** The application workshop dates have been set and the first workshop will be on September 8 in Davis County and will wrap-up in Cache County on September 28. A complete list of workshop dates and locations was distributed to the committee members. The state staff encouraged the representatives from the different regions to ensure that proper notifications were sent out to any organizations and/or municipalities that may be interested in receiving CDBG funding.
7. **CONSOLIDATED PLAN UPDATE, Richard Walker:** At the retreat in June, the regions were advised of the deadline for the consolidated plan draft – this date was set for September 1. Richard asked the AOG staff for updates on the progress of the consolidated plan for their regions. The deadline date for the final consolidated plan is December 1, 2004.
8. **INFORMATION, Keith Heaton: Information from HUD -** The policy committee was advised that a representative from the HUD Office in Denver was in town during the first week of August to monitor the state CDBG program.
Entitlement Status of Utah County – Utah County was designated an entitlement status for the program year 2005. This designation would give Utah County its own allocation of CDBG money, which means that they would no longer be under the Small Cities and Towns program. However, Utah County has opted to defer the entitlement designation for a year. The mayors of the small towns in the county felt they need some more time to work with the program before they would be confident to be on their own.

Proposed Funding Cuts – The state staff advised the region representatives to plan on funding cuts of approximately five percent for the program year 2005.

State CDBG Week – Community Development Week is scheduled for the last week of September. The state staff will be highlighting projects in the Uintah Basin this year and is tentatively scheduling September 30 to visit this region.

9. OTHER BUSINESS:

Expiring Terms – The terms for Mayor Lewis Marchant, Commissioners Mike McKee and Jerry McNeely to serve on the policy committee will be expiring in the new year. Keith asked the region representatives to please be sure to send names of their replacements as soon as possible or to let him know if they wish for these individuals to continue.

Determine Date of Next Meeting – February 8, 2005 at DCED, 324 South State Street, #500, Salt Lake City, Conference Room 501. Meeting is scheduled for 1:00 p.m. to 4:00 p.m.

10. ADJOURN: Being no further items of discussion, meeting was adjourned at 3:45 p.m.